

Space Planning Lunch & Learn
January 23, 2013
12pm
Council Large Conference Room

In Attendance:

- Councilmembers—Yolanda Adrean, Joyce Sheperd, Alex Wan, Howard Shook, C.T. Martin, Felicia Moore, Cleta Winslow, Ivory Young, Aaron Watson (via telephone)
- Council Staff—Saba Long (Watson), Stephanie Johnson (Mitchell), Tangela Williams, Christina Bunuel (Bond), Kelli Jackson (Willis),
- OEAM—Pam Essler, Johanna Rodriguez, Glenn Cowart, Billy Warren, David Bennett
- Clerk—Foris Webb, Rhonda Johnson

Ms. Adrean called meeting to order at 12:15pm. She began with an overview of what would be discussed and went over goals that have been guiding process from beginning:

- Improve efficiency of work flow and public spaces
- Replace obsolete cubicles and carpet
- Increase size of Committee Room #2
- Address safety and code concerns
- Increase quantity of small conference rooms
- Provide additional storage space
- Provide additional staff space

As well as what was agreed on at the retreat:

- Switch Clerk's and Council Staff's spaces
- Leave Council Aides' spaces adjacent to council offices
- Provide cubicles for extra help
- Replace carpet and cubicles

Ms. Adrean stated that the goal of the meeting would be to get any remaining questions, hold onto the things they reached a consensus on, and come up with a timeline.

The council members present decided to go straight into questions rather than going over the presentation prepared by OEAM.

Mr. Watson repeated his request for an estimate of the cost of moving the Clerk's office.

Mr. Martin brought up the issue of moving the Clerk's office during an election year and the added stress it would add to managing the elections.

Mr. Shook asked if there is a "move it or lose it" situation with the funding? Mr. Bennett agreed to double-check the situation with the funding and what happens to it after the end of this fiscal year.

Ms. Dauphin-Johnson asked if the square footage of the proposed vault would be the same as the existing the vault and also asked when she would be consulted about the space needs of the Clerk's office. Mr. Warren stated that he and OEAM would schedule a meeting with Ms. Dauphin-Johnson.

Mr. Martin asked about how many other cities were looked at and how connectivity between the Clerk and Council was looked at.

Ms. Moore stated that the restrooms need to have ventilation and Mr. Cowart agreed that the renovated restrooms would be ventilated. Ms. Moore also asked if all of legislative staff's existing space be built out so that the Director of Council's departments could fit under one roof?

Mr. Martin requested that he receive in writing from the idea's proponents the logic behind moving the Clerk's office. He also asked to see a plan in which the Clerk's office remains next to Council

Ms. Sheperd asked to see the minutes from the retreat.

Ms. Adrean recapped that Mr. Bennett will get back to everyone about the money. The subcommittee will get together and review the information gathered at today's Lunch & Learn.

Ms. Adrean ended the meeting at approximately 1:45 p.m.